

ROUTING AND RECORD SHEET

81-5476

SUBJECT: (Optional)

25X Shortage of General Services Administration Personnel Supporting the Headquarters Complex

FROM:

EXTENSION

NO.

DDA 81-2153

Deputy Director for Administration
7D24 Headquarters

DATE

28 October 1981

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

1. DDCI
7D6011 Hdqrs.2. DCI
7D60 Hdqrs.

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According to GSA records, only 187 of 236 of the GSA positions that support our Headquarters complex were filled in September. Such shortages have become commonplace. On 29 September, I invited the GSA Regional Administrator out to lunch and to offer our assistance in helping them recruit employees and search for ways to increase incentives to work here. To our surprise, we found that GSA has not been actively recruiting for over a year. This has been a deliberate action in order to get down to their overall budget and ceiling constraints. We have taken the brunt of this action.

I request you sign the attached letter.

[Signature Box]

Harry

Att

DD/A REGISTRY

FILE: Personnel

STAT

STAT

81-2153/1

Executive Registry

81-5476

2 NOV 1981

The Honorable Gerald P. Carmen
Administrator
General Services Administration
Washington, D.C. 20405

Dear Jerry:

I am writing to alert you to a persistent problem of personnel shortages in the General Services Administration (GSA) staff assigned to your McLean Field Office to operate and maintain the Central Intelligence Agency (CIA) Headquarters complex in Langley, Virginia. The consequences of the shortages are so serious that I am seeking your assistance in resolving the problem.

Although the McLean Field Office is responsible for other buildings in the vicinity, the vast majority of resources there are devoted to supporting the Langley facility. In September 1981, there were just 187 persons assigned to the 236 positions authorized for the Field Office. Shortfalls of that magnitude have existed for years. Most of the shortages in September were among custodial workers and operating engineers, but there have been critical shortages in other craft skills in the past.

Inadequate staffing of the custodial complement has had the cumulative effect of diminishing the morale of CIA employees. Shortages among craftspersons, particularly operating engineers, have a more direct impact on CIA operations. I must have absolute confidence that the communications, data processing, operational support, and analytic capabilities in Langley will remain available at all times. Significant sums have therefore been spent to provide redundancy in the Langley utility systems. In the absence of adequate staffing, however, poor preventative maintenance and repair programs have diminished the overall reliability of the Headquarters plant. That situation is intolerable in the volatile atmosphere of today's world.

There is little that we in CIA can do to eliminate the two factors most often cited as causes of the staffing shortages at Langley: the reluctance of GSA employees to travel to the relatively distant and isolated Langley complex, and the difficulty of getting GSA personnel processed through the intensive security screening necessitated by CIA's sensitive mission. Informal soundings on the possibility of pay incentives or upgrading

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to attract more applicants to McLean Field Office vacancies were not encouraging. GSA management in the Field Office and National Capital Region (NCR) are making conscientious efforts to ease the shortages by assigning employees released from other field offices to the McLean Field Office, but they point out that no recruitment is authorized at this time because of overall ceiling limits within the Region.

I am not satisfied that present efforts to increase staffing of the McLean Field Office will be successful. Accordingly, I am asking that NCR be authorized to recruit against the vacant positions in the McLean Field Office, irrespective of Regional ceiling limits. This request is based solely on our goal to see the Langley complex operated properly, and I am open to any alternate means of achieving that goal that you may develop.

STAT CIA Deputy Director for Administration, and James McDonald, our Director of Logistics, are available to discuss this matter with you and your staff.

Sincerely,

/s/ William J. Casey

William J. Casey
Director of Central Intelligence

Distributions:

Orig - Addressee

1 - DCI

1 - DDCI

1 - EA

✓ 1 - DDA

1 - OL Official

ORIGINATING OFFICE:

STAT *Jcm*
Acting Director of Logistics

23 OCT 1981

Date